



Montana

Polling Place Exemption Request & Certification of Exemption Form

Polling Place Information: (one form per polling place)

Polling Place Name _____ County _____

Polling Place Address _____ City _____ Postal Code _____

Exemptions Types: (select only one)

☐ **Inaccessible**

- An accessible polling place is not available.

Description:

MCA 13-3-212. Exemption if no accessible polling place is reasonably available. (1) If an election administrator desires to designate as a polling place a location that is inaccessible, the election administrator shall make a request in writing to the secretary of state asking that an inaccessible polling place be exempt from the standards for accessibility.

Action Required:

County certifies to Secretary of State that all potential polling places have been surveyed and it is determined that according to **MCA 13-3-212(2)**:

- ☐ (a) an accessible polling place is not available and the county cannot safely or reasonably make a polling place temporarily accessible in the area involved; or
- ☐ (b) the location is a rural polling place and designation of an accessible facility as a polling place will require excessive travel or impose other hardships for the majority of qualified electors in the precinct.

Length of Exemption: 3 years

ARM 44.3.106(4) Within 30 days following the receipt of a request for exemption, the Secretary of State may grant a certification of exemption to the election administrator for that polling place. Such exemption, if granted, shall be valid for a period of three years from the date of issuance.

☐ **Emergency**

- Accessible polling place becomes unavailable within 10 days prior to election.

Description of Exemption:

MCA 13-3-211. Emergency exemption. (1) The secretary of state shall exempt a polling place from the requirements of this part if an emergency occurs within 10 days prior to an election. An emergency is considered to exist if a polling place becomes unavailable by reason of loss of lease, fire, snow, or natural disaster.

(2) If an emergency occurs, the election administrator in the county shall designate a new polling place in accordance with the procedure provided in [13-3-105](#). The new polling place must be considered temporary and must be exempt from the survey procedures established under [13-3-206](#). However, such polling place may not be used in a subsequent election unless it is surveyed as required in [13-3-206](#).

Action Required for Exemption:

ARM 44.3.105(7) A request for exemption form, as prescribed by the Secretary of State, and defined in ARM [44.3.106](#), shall be attached to the survey for those polling places designated as "inaccessible".

Length of Exemption: Single election.

Rural:

- **NOT** subject to this exemption.

***NOTE:** Rural polling places are exempt from accessibility survey procedures and are **NOT** subject to this exemption.

44.3.106(7) A polling place designated as "rural" 45 days prior to an election shall be exempt from the on-site survey procedure provided in ARM [44.3.108](#).

44.3.103(i) "Rural polling place" means a location that is expected to serve less than 200 registered electors.

County Certification

County Election Administrator _____
(Signature) (Date)

Exemption Period (For Office of the Secretary of State Use Only)

Date of Issuance: _____ Date of Expiration: _____

Approved by: _____ Date: _____
(Secretary of State or Deputy)

Additional Information:

Send Completed form and Attachments to:

Montana Office of the Secretary of State
Elections and Government Services Division
PO Box 202801
Helena, MT 59620-2801

Additional References:

- Complaints: **ARM 44.3.106(8)** and **ARM 44.3.114**
- Alternative Methods for Casting a Ballot: **ARM 44.3.110**